

NOAA's National Weather Service

FY 2002 Affirmative Employment Accomplishment Report *and*
FY 2003 Plan Update for Disabled Veterans



FY 2002

**NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION'S
NATIONAL WEATHER SERVICE
OCTOBER 1, 2001 THROUGH SEPTEMBER 30, 2002**

**AFFIRMATIVE EMPLOYMENT PROGRAM FOR DISABLED VETERANS
REPORT OF ACCOMPLISHMENTS FOR AN AGENCY WITH 1,001 OR MORE
EMPLOYEES**

NATIONAL WEATHER SERVICE

AGENCY

1325 EAST WEST HIGHWAY, SILVER SPRING, MD 20910-3283

AGENCY ADDRESS

4,808

NUMBER OF EMPLOYEES COVERED BY THIS PLAN

Salim C. Abddeen

(301) 713-1060 (TTY)

(301) 713-0692x197 (Voice)

NAME OF PERSON PREPARING THIS FORM

TELEPHONE NUMBER


SIGNATURE OF RESPONSIBLE OFFICIAL

1/14/03
DATE

Rufus B. Caruthers, Jr., NWS Equal Employment Opportunity Manager

NAME AND TITLE OF RESPONSIBLE OFFICIAL


SIGNATURE OF AGENCY HEAD

FEB 21 2003
DATE

John J. Kelly, Jr., Assistant Administrator for Weather Services

**NAME AND TITLE OF AGENCY HEAD (CERTIFIES THAT THIS REPORT IS IN
COMPLIANCE WITH EEO-MD-713, "AFFIRMATIVE ACTION FOR HIRING,
PLACEMENT, AND ADVANCEMENT OF INDIVIDUALS WITH DISABILITIES")**

**NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION'S
NATIONAL WEATHER SERVICE
OCTOBER 1, 2001 THROUGH SEPTEMBER 30, 2002**

**AFFIRMATIVE EMPLOYMENT PROGRAM FOR DISABLED VETERANS
STAFFING COMMENTS**

This report provides NOAA's National Weather Service data indicating our staffing commitments as of September 30, 2002. Included are Selective Placement Coordinators, Disability Program Managers and other key staff assigned to the Affirmative Employment Program for Disabled Veterans.

A. HEADQUARTERS PERSONNEL WITH NATIONWIDE RESPONSIBILITY:

1. AGENCY WIDE RESPONSIBILITY (If Applicable):

NUMBER OF PERSONS: 1

TOTAL STAFF YEARS (Full-Time Equivalents Allocated to the Program): .5

2. RESPONSIBILITY FOR MAJOR OPERATING COMPONENTS:

NATIONAL WEATHER SERVICE

NUMBER OF PERSONS: 1

TOTAL STAFF YEARS (Full-Time Equivalents Allocated to the Program): .3

B. ALL OTHER PERSONNEL RESPONSIBLE FOR MANAGEMENT AND COORDINATION OF THE PROGRAM:

PERCENTAGE OF TIME
ALLOCATED TO THE PROGRAM

INDICATE NUMBER
IN EACH GROUP

1 - 5%	5 AEP Coordinators
6 - 10%	6 Regional EEO Managers 1 NWS Training Center 1 National Data Buoy Center
11 - 25%	0
26 - 75%	0
76 - 100%	0
TOTAL	13

C. NUMBER OF PERSONNEL OFFICES WITH APPOINTING AUTHORITY: 5

**NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION'S
NATIONAL WEATHER SERVICE
OCTOBER 1, 2001 THROUGH SEPTEMBER 30, 2002**

**AFFIRMATIVE EMPLOYMENT PROGRAM FOR DISABLED VETERANS
ACCOMPLISHMENT REPORT**

Describe activities during FY 2002:

- (1) Does the National Weather Service (NWS) recruit and employ Disabled Veterans, especially veterans who are 30 percent or more disabled? If yes, explain.
 - (a) The NWS employs and recruits disabled veterans in a variety of occupational series including: Electronics Technicians, Meteorologists, Hydro meteorological Technicians, Supervisory Computer Specialists, Information Technology Officers, Hydrologists, and Administrative Support Assistant positions.
 - (b) The NWS has a continuing initiative to recruit qualified veterans under the Veterans Employment Opportunity Act (VEOA).
 - (c) The NWS also recruits qualified veterans non-competitively using the Veterans Readjustment Act (VRA) and 30% Disabled Veterans direct hiring authorities.
 - (d) The veteran's preference statement is included in all vacancy announcements that show applications will be accepted from individuals who are eligible for special appointing authority.
 - (e) During FY 2002, several NWS Forecast Offices participated in career fairs to promote the NWS to disabled veterans as a potential employer.
- (2) Does the NWS provide or improve internal advancement opportunities for disabled veterans? If yes, explain.
 - (a) The NWS uses the Upward Mobility Program to provide veterans an avenue for advancement.
 - (b) The NWS participates in the University Assignment Program where if selected for the program, veterans can further their education thus making them more competitive for advancement opportunities.

- (c) Resident training is usually accomplished at the National Weather Service Training Center, providing our employees the opportunity to be competitive for future vacancies that offer promotion potential.
 - (d) Tele-training and other types of training were available periodically to enhance knowledge in occupational specialities and create highly competitive employees for future positions.
- (3) How does the NWS monitor, review and evaluate its success or failure fulfilling its planned objectives?
- (a) The NWS reviews quarterly Equal Employment Opportunity (EEO) Accomplishment Reports submitted by the regions.
 - (b) The NWS evaluates the progress on fulfilling the objectives outlined in our Affirmative Employment Program Plan Update.
 - (c) The NWS held periodic meetings to discuss the progress of the planned objectives.
 - (d) The NWS reviews vacancy announcements for veterans' preference statements.
- (4) Summarize the NWS noteworthy initiatives to recruit, hire, and advance disabled veterans.
- (a) The NWS coordinated with the regions to offer the University Assignment Program to further college education of our disabled veterans.
 - (b) Resident courses at the National Weather Service Training Center, tele-training and other training on a variety of topics was available to our disabled veterans.
 - (c) The NWS participated in job fairs throughout the United States.

**NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION'S
NATIONAL WEATHER SERVICE**

OCTOBER 1, 2002 THROUGH SEPTEMBER 30, 2003

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PLAN UPDATE FOR AN AGENCY WITH 1,001 OR MORE EMPLOYEES**

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NATIONAL WEATHER SERVICE
OCTOBER 1, 2001 THROUGH SEPTEMBER 30, 2002**

**AFFIRMATIVE EMPLOYMENT PROGRAM FOR DISABLED VETERANS
UPDATE PLAN**

Description of activities for FY 2003:

- (1) What are the NWS recruiting methods that will be used to locate disabled veteran applicants?
 - (a) The NWS will continue to use the Veterans Employment Opportunity Act, Veterans Readjustment Act, and 30% Disabled Veterans direct hiring authorities.
 - (b) The NWS will continue participating in career and job fairs around the United States to reach disabled veterans.
 - (c) Veteran agencies/groups will be contacted to decide better methods for identifying NWS employment opportunities and methods to attract qualified disabled veterans.
 - (d) The NWS will increase its visibility at veteran agencies/groups' functions to identify available opportunities.
 - (e) The NWS will explore methods to ensure vacancies are advertised through channels that disabled veterans might be more likely access.
 - (f) Outreach activities will be planned to include veterans' organizations.
- (2) How does NWS intends to improve internal advancement opportunities for disabled veterans.
 - (a) The NWS will continue to offer opportunities under the University Assignment, Upward Mobility Program, and other seminars and training opportunities to disabled veterans to enhance knowledge, skills, and abilities
 - (b) The NWS Special Emphasis Programs will include disabled veterans and their issues.

- (c) All NWS Regional EEO managers will be contacted concerning any changes of disabled veteran recruitment methods or initiation of training strategies for advancement.
 - (d) The NWS will establish a mentoring program for disabled veterans.
 - (e) NWS will continue to monitor our recruitment process.
- (3) What is the NWS plan for implementation and monitoring of identified objectives?
- (a) The NWS will develop a recruitment check list for managers to go through when developing a vacancy announcement.
 - (b) The NWS will establish objectives, which we will review at least quarterly, to identify and utilize recruiting methods to find disabled veteran applicants.
 - (c) The NWS will conduct Regional Functional Assistance Trips and Activity Reviews.